

**Effective Date: August, 1981**

**STATE OF WISCONSIN  
CLASSIFICATION SPECIFICATION**

**CLERICAL HELPER LTE**

Under close supervision positions allocated to this Limited Term Employment (LTE) classification will perform a limited variety of repetitive clerical tasks requiring little or no independent judgment or individual discretion. By the nature of limited term appointments, the work is temporary or the number of hours are limited on a daily, weekly or annual basis. Positions are allocated to this LTE classification only when the level of independence, judgment, variety and repetitive nature of the tasks involved are not best described in another classification.

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